

The Board of Mifflin County Commissioners met for their Regular Meeting on Thursday, November 30, 2023 at 9:00 a.m. In attendance were Commissioners Mark Sunderland; Robert Postal; Kevin Kodish; Chief Clerk Cathy Romig; Solicitor Stephen Snook; and Fiscal Assistant Charity Larson

Guests present were, Treasurer Diane Griffith, Planning Director James Lettiere, MIS Director Aaron Felker, Human Services Director Allison Fisher, Melissa Stewart, Sierra Bolger from the Lewistown Sentinel, and Conner Graham and Avery Aurand from MCTV.

The meeting was called to order at 9:00 a.m. by Commissioner Sunderland.

- I. Invocation:** The Invocation was given by Commissioner Kodish.
- II. Pledge of Allegiance:** The Pledge of Allegiance was said by all present.
- III. Approval of Minutes:**

Motion was made by Commissioner Postal to accept the minutes of the Regular Meeting of November 16, 2023. Commissioner Kodish seconded the motion. The motion was unanimously approved.

IV. Approval of Bills:

- 1. *General Fund, Accounts Payable*
Ck. #'s 143950-144258 and EFT #'s 601028-601045 in the amount of \$997,615.88
- 2. *Payroll*
Ck. #'s 79737-79747 and EFT #'s 53123-53345 in the amount of \$426,258.37
- 3. *911 Account*
Ck. #'s 52697-52709 and EFT #'s 80017-80021 and in the amount of \$35,941.69
- 4. *Act 89 Account*
EFT # 8135 in the amount of \$62.94

Motion was made by Commissioner Postal to approve payment of bills as listed above. Commissioner Kodish seconded the motion. The motion was unanimously approved.

V. Treasurer's Report:

**TREASURER'S REPORT
11/15/2023-11/28/2023**

General Account Starting Balance	\$1,592,987.47
DEBITS	
Deposits Receipts #118556-118657	313,388.65
Transfer from	
Transfer from 911	0.00
Voided Checks	150.00
Transfer from LEPC	0.00
Interest	0.00
TOTAL DEBITS	\$313,538.65
Bills Paid CK #S143950-144258 EFT #S 601028-601045	997,615.88
Transfer to Payroll CK 79737-79747 DD 53123-53345	426,258.37
Adjustment	0.00
NSF Check	0.00
Transfer to SFPP	0.00
TOTAL CREDITS	\$1,423,874.25
<u>Ending Balance (Interest @ 4.550% as of 11/28/2023)</u>	<u>\$482,651.87</u>
Capital Reserve Account	
Invested at JV Bank @ 4.550% as of 11/28/2023	\$18,274,396.80

Report Subject to Audit

Motion was made by Commissioner Postal to approve the Treasurer's Report as received, subject to audit. Commissioner Kodish seconded the motion. The motion was unanimously approved.

VI. Meetings and Events:

Chairman Sunderland:

*Salary Board
Veterans Donation Acceptance
Copier Contract Review
Conservation District
Emergency Services Grant
Warden Personnel Meeting*

Commissioner Postal:

*Salary Board
Central Counties Youth Center
CCAP Board of Directors
Opioid Panel at CCAP
CCAP Fall Conference
CJAB
MC Housing Authority
Internal (EMS; Prothonotary; Maintenance;
MCCF; MCPD; MIS)*

Commissioner Kodish:

*Salary Board
Prothonotary Meeting
Regional Services Board
Personnel Meeting
911 Grant Submission Meeting
Library Board
2024 County Budget Meeting
Regional Services Finance Committee*

VII. Public Comment:

None

VIII. New Business:

A. Request for exoneration of 2023 county portion per capita taxes:

- Oliver Township Tax Collector Sherry Miller – 8
- Granville Township Tax Collector Billi Weaver - 13

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

B. Subrecipient Agreement with the Union Township Supervisors for an \$800,000.00 loan for the replacement of the Walnut Street (T-350) Bridge

Planning Director James Lettiere explained the loan is at a 0% interest rate and payable to the county by December 31, 2024. A fully executed promissory note will be completed. The agreement was approved by the Union Township Supervisors at their November 20th meeting however they are awaiting signatures from several Supervisors. Once those signatures are received the agreement will be forwarded to the Commissioners for completion.

Motion was made by Commissioner Postal to be approved conditional that all documents are completed satisfactory to the County Solicitor and to allow the chair to sign the necessary documents. Commissioner Kodish seconded the motion. The motion was unanimously approved.

C. First Amendment to the Subrecipient Agreement with the Mifflin County Solid Waste Authority to allow them to use the funds for the flooring project, in addition to the road improvements

Planning Director James Lettiere stated the original loan was for \$500,000.00 for the road improvements, which have been completed, however it was determined the project was under budget in the amount of \$79,786.00. The remaining funds are being requested to be used for the flooring project at the transfer station. The initial agreement will remain intact at 0% interest payable at \$50,000.00 per year for a ten-year period.

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- D. Agreement to provide planning services to Derry Township for the year 2024 in the amount of \$1,500.00

Planning Director James Lettiere stated this is an ongoing annual agreement to provide planning services and technical support for the township.

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- E. Change order number 4 for the HVAC Construction Project at the Prison with Benell, Inc. for an additional Crane lift – increase of \$21,991.00

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- F. Application for County Aid – 2023 Allocations:

- Union Township - \$4,810.00

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- G. Five-year Copier Management Agreement with Topp Business Solutions, Scranton, PA - \$1,813.64 per month

MIS Director Aaron Felker explained the county replaced most of their copiers five years ago with a dollar buyout option. Costs are currently higher however, because of the buyout option he was able keep cost down for a renewal agreement. One third of the copiers will be able to remain in service. The other two thirds will be purchased new. This keeps the cost down and with new lower usage rates on this new agreement the monthly cost will be less than the previous agreement.

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

- H. Resolution No. 38 rescinding Resolution No. 36 and requesting a Statewide Local Share Account Grant of up to \$800,000.00 on behalf of the Juniata Valley YMCA and authorize the Chairman and Chief Clerk to execute any documents and agreements associated with this grant

RESOLUTION

38 of 2023

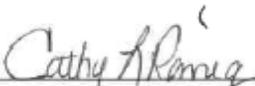
Be it RESOLVED, that the Mifflin County Board of Commissioners do hereby rescind Resolution 36 of 2023 on behalf of the Juniata Valley YMCA to the Statewide Local Share Account Program from the Commonwealth Financing Authority;

Be it NOW RESOLVED, that the Mifflin County Board of Commissioners do hereby request a Statewide Local Share Assessment grant of not more than \$800,000.00 from the Commonwealth Financing Authority on behalf of the Juniata Valley YMCA. The funds will be used for the *Juniata Valley YMCA Pool Improvement Project*.

Be it FURTHER RESOLVED, that the Applicant does hereby designate Mark Sunderland, Chairman and Cathy L. Romig, Chief Clerk as the official(s) to execute all documents and agreements between the County of Mifflin and the Commonwealth and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

Adopted this 30th day of November 2023.

ATTEST:


Cathy L. Romig, Chief Clerk

MIFFLIN COUNTY BOARD OF COMMISSIONERS


Mark A. Sunderland


Robert P. Postal


Kevin P. Kodish

Commissioner Postal explained the reason for this action is because the previous resolution had a specific dollar amount based on last years estimates making the amount incorrect.

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

I. Display the 2024 budget on November 30, 2023 for final adoption December 21, 2023

Commissioner Postal stated the budget is balanced, as it needs to be, and this was done without any milage increase and despite increases in wages and benefits and inflation in goods and services. This has been accomplished by using cost cutting measures including personnel reorganization, space consolidation, and conservative expenditures. Commissioner Kodish added that not only were they able to balance the budget without any milage increase but also without having to pull any moneys from any of the reserve funds.

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

J. Personnel:

- Retirement of Allison Fisher from Human Services Director effective December 15, 2023
- Promotion of Melissa Stewart from Housing Stability Coordinator to Human Services Director effective December 18, 2023
- Promotion of Angela Price from Housing Program Assistant to Housing Stability Coordinator effective December 18, 2023
- Hiring of Sarah Drayer for Court Tipstaff effective December 4, 2023
- Hiring of Tara Griffith and Lee Shirk for Part-time Corrections Officers effective December 4, 2023
- Hiring of Ryan Fike for Probation Officer effective December 4, 2023

Commissioner Kodish congratulated Allison Fisher on her retirement. Allison spoke briefly stating she has been with the county 20 years. It has been a pleasure working for the county. Ms. Fisher stated her work here has been a calling as much as a career. She stated working here has been a blessing for her and she hopes to have been a blessing to the county in return.

Motion was made by Commissioner Postal to be approved. Commissioner Kodish seconded the motion. The motion was unanimously approved.

IX. Adjournment:

With no other business on the agenda, Commissioner Sunderland adjourned the meeting at 9:18 am.

Secretary

ATTEST:

Chief Clerk